



Opioid Operational Command Center Action Plan

Operational Period	Start	Monday, March 6, 2017 at 1159 hours
	End	Monday, March 20, 2017 at 1159 hours

Approval

**Opioid Operational Command
 Center Team Lead – Clay Stamp**

Date

Operational Period Objectives and Tasks

- Objective:** Continue data collection and reporting efforts with state agencies and departments as well as local jurisdictions.

Tasks:

Task	Deadline	Responsible Entity
Develop reporting method / format of dispensed controlled dangerous substances (opiates/opioids) from the Maryland Prescription Drug Monitoring Program by Maryland Health and Medical Region	3/20	Data Collection and Analysis Unit
Continue to compile and identify current data use & sharing agreements/practices to determine future need according to OCCC priorities and direction	3/20	Data Collection and Analysis Unit
Identify and draft a list of data sharing and collection needs / barriers to address information sharing issues	3/20	Data Collection and Analysis Unit
Convene AGs to review list of data sharing and collection needs to address barriers and develop solutions	3/20	General Counsel
Provide an update on the specific data fields to be collected on the opioid dependant populations in order to provide service and information via MDThink	3/20	Social Services Branch
Develop a strategy for further engaging with EMS and ER to provide education to target populations and identify and refer those in need to the appropriate resources within the State	3/20	Healthcare Systems Branch



2. **Objective:** Outline proposal for local Opioid Intervention Team (OIT) construction and operations.

Tasks:

Task	Deadline	Responsible Entity
Convene local Emergency Managers to brief on current OOCC activities, assess local inventory of Heroin and Opioid-related efforts, and provide clarity for future OIT strategy.	3/14	Local Coordination Branch
Develop an OIT concept of operations to define components and disseminate to local partners for review and comment that engages all four (4) pillars facilitated by Emergency Managers	3/20	Local Coordination Branch
Develop a strategy for fully implementing the ability to identify priority referrals for treatment services by way of the Heroin Coordinator network.	3/20	Public Safety

3. **Objective:** Develop OOCC Communications Strategy for external stakeholders.

Tasks:

Task	Deadline	Responsible Entity
Finalize the identification of Communications POC's from each state agency	3/20	Planning Section
Identify required platform and target audience(s) of Communications Strategy	3/20	JIS/Communications
Coordinate meeting/call with POCs from OOCC agencies	3/20	JIS/Communications
Present draft Communications Strategy to OOCC Planning Section for review and comment	3/20	JIS/Communications
Begin working on messaging for statewide primary prevention campaign	3/20	JIS/Communications
Continue to build out and explore public awareness activities (BHA, GOCl, MSDE)	3/20	JIS/Communications
Assess and collate inventory of ready-to-use Heroin / Opioid-related communication materials for immediate distribution as needed	3/20	Public Health
Assess need to develop Heroin / Opioid-related canned / ready-to-use communication materials for locals to use during a response for public awareness on social media and other outlets	3/20	Public Health



4. **Objective:** Increase understanding of how heroin and opioid-related resources currently are being deployed programmatically across state agencies and departments for Social Services, Education, Public Health and Public Safety Branches

Tasks:

Task	Deadline	Responsible Entity
Confirm inventory of heroin/opioid programs listed in the Inter-Agency Heroin and Opioid Coordinating Council's February 2016 report	3/20	Finance/Admin Section
Provide inventory of current efforts, their stage of completion, and how many local jurisdictions are implementing resources to address Heroin & Opioid-related issues.	3/20	Education Branch Public Safety Social Services
Complete inventory of DHMH Opioid-related programs and best practices	3/20	Public Health
Compile all local inventory results of current efforts to address Heroin & Opioid related activities in preparation for Emergency Managers meeting	3/13	Planning Section

5. **Objective:** Develop and validate Maryland Heroin & Opioid Overdose Response Standard Operating Procedure (SOP).

Tasks:

Task	Deadline	Responsible Entity
Incorporate Heroin/ Opioid-related baseline indicator definitions into draft Response SOP	3/07	Public Health Branch
Distribute draft Response SOP to identified local Health Officer & Local Addictions Authority POCs for review and comment	3/08	Public Health Branch
Convene sub-workgroup of HOs/ LAAs to review, comment and further develop draft SOP on Friday	3/10	Public Health Branch
Convene hospital partners to assess methods for improving communication between local health department and hospital partners.	3/20	Public Health Branch

6. **Objective:** Assess and monitor the State's investment in efforts to combat the heroin/opioid epidemic

Tasks:

Task	Deadline	Responsible Entity
Reach out to departments and agencies to assess service inventory 1) Confirm inventory of heroin/opioid programs listed in the Inter-Agency Heroin and Opioid Coordinating Council's February 2016 report 2) Confirm the cost centers where those items are budgeted.	3/20	Finance/Admin Section
Work with the Departmental POC's to generate budgeted and historic expenditure estimates for their heroin/opioid programs and services.	3/20	Finance/Admin Section



7. **Objective:** Ensure that the OOC budget is accurate and that budgetary processes adequately support OOC operations.

Tasks:

Task	Deadline	Responsible Entity
Develop a process to track the collective time spent by OOC members on OOC operations	3/20	Finance/Admin Section
Work with the OOC Team Leader to develop the FY 2017 OOC operations budget.	3/20	Finance/Admin Section

Organizational Structure





Staffing List and Contact Information

Command and General Staff

Position	Lead Agency	Name	Phone	E-mail
Opioid Operational Command Center Team Leader	Governor's Office	Clay Stamp		Clay.Stamp@maryland.gov
Joint Information System/Communications	Governor's Communications Team	Erin Montgomery	410-562-1911	erin.montgomery@maryland.gov
General Counsel/ Legislative Affairs	Department of Health and Mental Hygiene (DHMH)	Linda Bethman	410-767-6906	linda.bethman@maryland.gov

Planning Section

Position	Lead Agency	Name	Phone	E-mail
Section Chief				
Future Planning Unit	Maryland Emergency Management Agency (MEMA)	Jennifer Gray	443-618-4890	jennifer.gray1@maryland.gov
Situational Awareness/Progress Reporting Unit	Department of Health and Mental Hygiene (DHMH)	Smita Sarkar	410-299-6947	Smita.sarkar@maryland.gov
Data Collection and Analysis Unit	Governor's Office of Crime Control and Prevention (GOCCP)	Angelina Guarino	410-697-9385	Angelina.guarino@maryland.gov
	Department of Health and Mental Hygiene (DHMH)	Michael Baier	410-218-9835	michael.baier@maryland.gov

Operations Section

Position	Role	Agency	Name	Phone	E-mail
Section Chief					
Social Services Branch	Lead	Department of Human Resources (DHR)	Bethany Brown		
	Support	Department of Juvenile Services (DJS)	Terrence Proctor	410-230-3218	
Public Health Branch	Lead	Department of Health and Mental Hygiene (DHMH)	Jessica Goodell	410-767-6745	jessica.goodell@maryland.gov
Public Safety Branch	Lead	Maryland State Police (MSP)	Michael Parker	202-570-5685	michael.parker@maryland.gov
	Support	Department of Public Safety and Corrections (DPSCS)	Zola Rowlette		
Healthcare System Branch	Lead				



	Support	Maryland Institute for Emergency Medical Services Systems (MIEMSS)	Randy Linthicum	410-706-4674	rlinthicum@miemss.org
	Support	Maryland Insurance Administration (MIA)	Joy Hatchette	(410) 375-7300	joy.hatchette@maryland.gov
Education Branch	Lead	Maryland State Department of Education (MSDE)			
Local Coordination Branch	Lead				

Finance/Admin Section

Position	Lead Agency	Name	Phone	E-mail
Section Chief	Department of Budget and Management (DBM)	Nick Napolitano	410-974-5634	nick.napolitano@maryland.gov

Operational Tempo

Date	Time	Item	Participants
Mon 3/6	0900	OOCC Check-In	OOCC Planning Team
Wed 3/15	1700	Objectives due for next Operational Period	All OOCC Team Members
Wed 3/15	1700	Updates due for Operational Period Summary	All OOCC Team Members
Thurs 3/16	1300	Planning Section Meeting	Planning Section
Fri 3/17	1200	OOCC Action Plan draft for next operational period due to OOCC Team Leader	Future Planning Unit
Mon 3/20	0830	OOCC Check-In Call	All OOCC Team Members
Mon 3/20	1130	Final versions of OOCC Action Plan and Operational Period Summary due to OOCC Team Leader for signature	Situational Awareness Unit and Future Planning Unit
Mon 3/20	1200	Distribute Operational Period Summary and OOCC Action Plan for next operational period	Planning Section

Important Events

- March 7 – Prescriber Limits Act of 2017 Bill Hearing
- March 8 – Local Health Officers’ Round Table
- March 10 – Fentanyl Briefing to Energy and Commerce Oversight Committee
- March 14 – Local Emergency Manager’s Meeting